

# CLASSROOM / AUDITORIUM RESERVATION AGREEMENT

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## JONES LAKE STATE PARK

4117 NC 242 HWY NORTH

ELIZABETHTOWN, NC 28337

E-mail: [jones.lake@ncmail.net](mailto:jones.lake@ncmail.net)

Telephone: (910) 588-4550

Fax: (910) 588-4322

Desired Date: \_\_\_\_\_ 1st choice  
\_\_\_\_\_ 2nd choice  
\_\_\_\_\_ 3rd choice

**CLASSROOM:** Number of Participants Expected (**MAXIMUM 35 PEOPLE**): \_\_\_\_\_

**AUDITORIUM:** Number of Participants Expected (**MAXIMUM 75 PEOPLE**): \_\_\_\_\_

Name of Group: \_\_\_\_\_

Name of Group's Representative: \_\_\_\_\_

Representative's Address: \_\_\_\_\_

Representative's Phone Number: Day: \_\_\_\_\_ Night: \_\_\_\_\_

### Price Schedule:

#### CLASSROOM *check box to select*

Full Day: \$150.00 ☐

Half Day: \$75.00 ☐

#### AUDITORIUM

Full Day: \$175.00 ☐

Half Day: \$100.00 ☐

Make checks payable to **Jones Lake State Park**. Reservation are not accepted without full payment.

**Please note:** For confirmation, full payment must be received at the park office. A \$25.00 fee will be charged for all insufficient/returned checks.

**Refund:** Cancellation with refund will require a seven (7) day written notice to the park office prior to your event less \$10 for processing fee. No exception unless you have written approval from Superintendent or Office Manager. Refund will take approximately 30 days.

#### FOR OFFICE USE ONLY

Received on: \_\_\_\_\_

Receipt #: \_\_\_\_\_

Processed by: \_\_\_\_\_

**Office Hours:**

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Monday --Friday 8:00 --- 5:00

**Park Hours:**

November, December, January, February	8:00 --- 6:00
March, October	8:00 --- 7:00
April, May, September	8:00 --- 8:00
June, July, August	8:00 --- 9:00

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**1. The following shall pertain to the rental of the Classroom and Auditorium:**

- a. All State Parks Rules and Regulations apply to Classroom and Auditorium.
- b. When leaving, **take everything that you brought with you and put trash in receptacle.**
- c. Room(s) must be vacated **30 minutes prior** to the ***park office* closing hour** and the **renting party must be out** of the park building **at the specified *park office* closing time.**
- d. No loud music
- e. No food, snacks or drinks allowed in classroom or auditorium.
- f. Alcoholic beverages, firearms are **not allowed**.

In accordance with N.C. General Statute 113-34 and 35. Violations of NC State Park rules and Regulations are punishable by a fine up to \$200 or imprisonment up to 20 days.

**Non-compliance of park rules and regulation makes the responsible party and guests subject to citation, eviction from the park or arrest.**

APPLICATIONS FOR CLASSROOM AND AUDITORIUM RESERVATIONS WILL BE ACCEPTED ONLY DURING THE CALENDAR YEAR OF THE RENTAL.

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To be completed by the group's agent/representative.

I have read and understand the terms and conditions of this rental agreement. I agree that I will be solely responsible for the use and conduct of all the individuals using the shelter. I understand I will be held liable for any damages or misuse of the shelter, misuse of park facility or misconduct of other individuals of the group.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print: \_\_\_\_\_

Park representative: \_\_\_\_\_ Date: \_\_\_\_\_